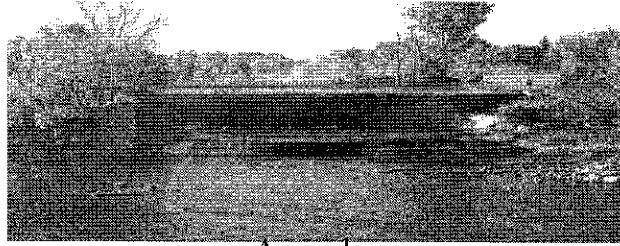


Board of Trustees
Village of Black River, New York



Agenda

Regular Meeting

November 7, 2022

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 10/3/22 regular meeting and 10/17/22 special meeting
- Public Comment.
- Police Department Report.
- Code Enforcement Report & review of related correspondence.
- Clerk-Treasurer's Report.
- Superintendent's Report.

Correspondence Received:

- A) Mary Louise Hunt
- B) Barton & Loguidice

Re: Library funding
Re: Engineering Services Proposal

Correspondence Sent:

New Business:

- A) Mrs. Hunt – Sally Ploof Hunter Library
- B) Village Tax relevies
- C) Discuss public works interviews
- D) March Code Enforcement Conference

Unfinished Business:

- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Village of Black River
Board of Trustees
Regular Meeting
October 3, 2022

DRAFT

Mayor Dishaw called the regular meeting to order and led the Pledge of Allegiance at 6:00 p.m.

Present:

Mayor Francis Dishaw
Trustee Bonnie Proven
Trustee Randy Lake
Trustee Corey Decillis
Superintendent Les Williams
Clerk-Treasurer Kristin Williams

Absent:

Trustee Gary McCullouch

A motion was made by Trustee Proven, seconded by Trustee Decillis to approve the minutes of the 9/12/22 meeting. The motion was carried.

Mayor Dishaw opened the public hearings at 6:01 p.m. for the residency requirement for the Clerk-Treasurer position and for the Rt. 3 sewer budget.

Clerk Treasurer's Report: Clerk-Treasurer Williams presented the water/sewer bill for St. John's Church. The church had requested assistance with their bill due to a leak. Clerk-Treasurer Williams stated that the church would have to approach the Rt. 3 Sewer Board if they want to ask for relief for the sewer charges. She stated that the water charges are \$512.94 and advised the board that removing the charges sets a precedent. The board discussed the fact that the church is a nonprofit organization.

A motion was made by Trustee Proven, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that the board waive the water charges minus the normal quarterly charges of \$16.00 for a total credit of \$496.94. The motion was put to a vote as follows:

| | |
|--------------------|--------|
| Mayor Dishaw | Yes |
| Trustee Proven | Yes |
| Trustee Decillis | Yes |
| Trustee Lake | Yes |
| Trustee McCullouch | Absent |

The motion was carried and the resolution duly adopted.

Clerk-Treasurer Williams stated that she has a meeting of the North Country Clerk's Association and that a representative from the State Comptrollers Office will be present. She stated that she will inquire about the ability to have a contract with the library.

Superintendent's Report: Superintendent Williams stated that Viking will be programming the sander on the new truck, the 2001 International sold for \$5,000, he stated that there have been people riding four wheelers at the pump station but they have not been able to identify the trespassers. Trustee Decillis stated that the superintendent should purchase jersey barriers and chain to block the prohibited areas. Superintendent Williams stated that water meters have been delivered and are being changed as schedule allows.

Mayor Dishaw closed the public hearings for the Clerk-Treasurer residency requirements and the Rt. 3 Sewer Budget at 6:31 p.m.

Correspondence Received: The board reviewed a letter from the Black River Fire Department.

Village Board
October 3, 2022
Page -2-

A motion was made by Trustee Decillis, seconded by Trustee Proven to approve Argtim Ramizi as a member of the Black River Fire Department. The motion was carried. Trustee Lake abstained from the vote.

A motion was made by Trustee Lake, seconded by Trustee Decillis to approve the water /sewer adjustments due to meter changes (see attached) totaling \$3,064.86. The motion was carried.

Mayor Dishaw stated that the Village Historian would like to purchase a cabinet for some historical artifacts to be placed at the library. The board stated that he should get a description of what he wants and bring it to the board for discussion at budget time.

A motion was made by Trustee Proven seconded by Mayor Dishaw to adopt the following resolution:

Resolved, that the following abstract of audited vouchers be paid: interim abstract dated 9/22/22 in the amount of \$11,682.15 (General Fund: \$11,469.52 Water Fund: \$212.63) and regular monthly abstract dated 10/3/22 in the amount of \$7,094.90 (General Fund: \$5,943.01 Water Fund: \$1,151.89). The motion was put to a vote as follows:

| | |
|--------------------|--------|
| Mayor Dishaw | Yes |
| Trustee Proven | Yes |
| Trustee Decillis | Yes |
| Trustee Lake | Yes |
| Trustee McCullough | Absent |

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Lake, seconded by Trustee Decillis to adjourn the meeting at 6:41 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

| <u>Name</u> | <u>Acct.#</u> | <u>Water Credit</u> | <u>Sewer Credit</u> | <u>Total Credit</u> |
|---------------------------|---------------|---------------------|---------------------|---------------------|
| Jones, Michael | 02040 | \$30.72 | \$25.59 | \$56.31 |
| TorresTorres | 05195 | \$121.61 | \$101.34 | \$222.95 |
| 1 st Methodist | 03340 | \$1.61 | \$1.34 | \$2.95 |
| Murrah, Murray | 02120 | \$12.02 | \$10.03 | \$22.05 |
| Lackey, Shawn | 01120 | \$18.54 | \$15.46 | \$34.00 |
| Lewis, James | 04040 | \$36.12 | \$30.08 | \$66.20 |
| Connerly, Chris | 02160 | \$72.68 | \$60.56 | \$133.24 |
| Cesario, V. | 03740 | \$108.06 | \$90.06 | \$198.12 |
| Efthimiades, J | 01830 | \$133.23 | \$111.26 | \$244.49 |
| Bauschke, T | 01010 | \$68.35 | \$56.98 | \$125.33 |
| Armstrong, Eric | 02250 | \$22.42 | \$18.69 | \$41.11 |
| Walling, Sue | 01250 | \$260.60 | \$217.17 | \$477.77 |
| Walling, Julie | 04470 | \$34.41 | \$28.68 | \$63.09 |

The meters have not transmitted for numerous quarters. The people that own these two houses have never known a bill other than the \$76.25. We recommend adjusting the bill to reflect the \$76.25 for the October 2022 billing. The meter tops have been replaced and going forward will have the correct usage.

| | | | | |
|-----------------|-------|----------|----------|----------|
| Castle, Michael | 05150 | \$394.96 | \$300.63 | \$695.59 |
| Vice, Dylan | 01920 | \$387.36 | \$294.30 | \$681.66 |

Total credit for Water Adjustments: \$1702.69

Total credit for Sewer Adjustments: \$1362.17

Total Water and Sewer Adjustments: \$3064.86

Village of Black River
Board of Trustees
Special Meeting
October 17, 2022

DRAFT

Mayor Dishaw called the special meeting to order and led the Pledge of Allegiance at 6:02 p.m.

Present:

Mayor Francis Dishaw
Trustee Gary McCullough
Trustee Corey Decillis
Trustee Bonnie Proven
Trustee Randy Lake
Superintendent Les Williams
Clerk-Treasurer Kristin Williams

Clerk-Treasurer Williams stated that the board had held public hearings on the Rt. 3 sewer budget and residency requirements at the October 3, 2022 meeting but had not voted on the items.

A motion was made by Trustee McCullough, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that the board approve the 2023 Rt. 3 sewer budget as presented. The motion was put to a vote as follows:

| | |
|--------------------|------|
| Mayor Dishaw | Yes |
| Trustee McCullough | Yes |
| Trustee Decillis | Yes |
| Trustee Proven | Yes |
| Trustee Lake | Yes. |

The motion was carried and the resolution duly adopted.

A motion was made by Trustee McCullough, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that the residency requirement for the Clerk-Treasurer position be amended to include a person residing in Jefferson County. The motion was put to a vote as follows:

| | |
|--------------------|------|
| Mayor Dishaw | Yes |
| Trustee McCullough | Yes |
| Trustee Decillis | Yes |
| Trustee Proven | Yes |
| Trustee Lake | Yes. |

The motion was carried and the resolution duly adopted.

Mayor Dishaw stated that the Black River American Legion would like to host a Christmas decorating contest. It was discussed that something can be placed on the Village website to let people know about the contest.

The board reviewed the two applications for the Department of Public Works employee and agreed to set interviews for Monday, October 24th.

Matthew Cooper of Barton & Loguidice was present to discuss some possible improvements to the Village's water system. He stated he would prepare a proposal for the November 7, 2022 board meeting.

A motion was made by Trustee Proven, seconded by Mayor Dishaw to adjourn the meeting at 7:47 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

To: Mayor Dishaw and Village Trustees

From: Mary Louise Hunt, Director of Sally Ploof Hunter Memorial Library

Re: Funding

Date: October 30, 2022

I am including some additional information about the funding of the Library for you to review before the meeting on Monday, November 7th.

As you may not know we are a New York State Chartered Association Library. Certain rules and regulations apply to each of the 4 different types of libraries in New York State. They are clearly defined on the New York State Education Chart that is attached. As an Association Library we self-govern and are allowed to accept tax payer money from villages and towns. Please review the section entitled Tax Funds.

The next chart that has been included shows the different association libraries in Jefferson County. The information was taken from the New York State Annual Reports of 2021. Each library in New York State is mandated to file this report. Both our library system (NCLS) and the Division of Development under the NYS Education Department review our finances and sources of income every single year on the Annual Report. Therefore, the conclusion to draw from this information is that it is **not illegal** to fund local association libraries. If it were illegal, I am confident that New York State would have put a stop to these payments many years ago.

The question that needs to be addressed. Do you want to continue to use tax payers' money to fund the library? It is not a legality issue. It is more a question of what you, as an elected official, and the taxpayers value.

If you discontinue the funding, we will have a \$16,000 deficit (including the in kind services for snowplowing and mowing). We can ask for more money from the school district vote, but to make up for the amount, we would be required to go past our tax cap. Truly the only way to make up such a deficit is to cut programs, personal and hours of operations.

Keeping the above information in mind, our board is asking you to review the decision to cut our funding.

Thank you,

Types of Public Libraries: A Comparison

| | Association Library | Municipal Public Library | School District Public Library | Special District Public Library |
|------------------------------|---|---|---|---|
| How Established | By vote of association members or as trustees operating under a will or deed of trust. | By vote of majority of voters of municipality or by referendum. | By vote of school district voters. | By referendum or State Legislature. All libraries are established by referendum. |
| Charter | Regents incorporate by charter. | Regents incorporate by charter. | Regents incorporate by charter. | Regents incorporate by charter. |
| Registration | Education Department registers. Must meet minimum standards in order to receive public funds. | Education Department registers. Must meet minimum standards in order to receive public funds. | Education Department registers. Must meet minimum standards in order to receive public funds. | Education Department registers. Must meet minimum standards in order to receive public funds. |
| Tax Funds | May receive appropriation from units of government. Also tax levy by vote of municipal or school district voters. Library should sign contract with appropriating unit. May petition municipal and/or school district tax payers for funds. | May receive appropriation from units of government. Also tax levy by vote of municipal or school district voters. Library should sign contract with appropriating unit. May petition municipal and/or school district tax payers for funds. | May receive appropriation from units of government. Also tax levy by vote of municipal or school district voters. Library should sign contract with appropriating unit. May petition municipal and/or school district tax payers for funds. | May receive appropriation from units of government. Also tax levy by vote of municipal or school district voters. Library should sign contract with appropriating unit. May petition municipal and/or school district tax payers for funds. |
| Bonding Authority | Not permitted. Requires a special act of legislation through Dormitory Authority of the State of New York (DASNY) | Not permitted. Requires a special act of legislation through Dormitory Authority of the State of New York (DASNY) | Not permitted. Requires a special act of legislation through Dormitory Authority of the State of New York (DASNY) | Not permitted. Requires a special act of legislation through Dormitory Authority of the State of New York (DASNY) |
| Board of Trustees | Number 5-25. Elected by association members. Term of office set by charter. | Number 5-25. Elected by association members. Term of office set by charter. | Number 5-25. Elected by association members. Term of office set by charter. | Number 5-25. Elected by association members. Term of office set by charter. |
| | Responsible to association membership and to Regents. Residential requirements may be established in bylaws. | Responsible to association membership and to Regents. Residential requirements may be established in bylaws. | Responsible to association membership and to Regents. Residential requirements may be established in bylaws. | Responsible to association membership and to Regents. Residential requirements may be established in bylaws. |
| Community Involvement | Public can join association and may vote for trustees. | Public can join association and may vote for trustees. | Public can join association and may vote for trustees. | Public can join association and may vote for trustees. |
| Retirement Benefits | May purchase retirement benefits from private vendor. Some may be in State Retirement System if specified in statute. | May purchase retirement benefits from private vendor. Some may be in State Retirement System if specified in statute. | May purchase retirement benefits from private vendor. Some may be in State Retirement System if specified in statute. | May purchase retirement benefits from private vendor. Some may be in State Retirement System if specified in statute. |
| Civil Service | Employees not covered by Civil Service. | Employees not covered by Civil Service. | Employees not covered by Civil Service. | Employees not covered by Civil Service. |

Notes:

* Special district public libraries are created by act of the New York State Legislature. Each one is different and reflects the particular needs and situation of that district. There is no comprehensive legal definition of a special district public library.

** Became effective January 1, 1999.

This is a chart of various information about Association Libraries in Jefferson County. All information was taken from the libraries annual reports that are posted on each library's website (As per NYS Education Law).

| | Funding From | | Visitors | Items In Library | Total Circulation Of Items | Hours Open |
|------------------------|--------------|----------|----------|------------------|----------------------------|------------|
| | Village | Town | | | | |
| BLR-Sally Ploof Hunter | \$12,893 | \$ - | 5,667 | 18,643 | 12,196 | 43 |
| Adams | \$8,250 | \$5,508 | 3,514 | 10,796 | 6,878 | 28 |
| Adams Center | \$ - | \$15,682 | 2,700 | 5,417 | 1,676 | 24 |
| Alex Bay | \$10,000 | \$15,000 | 6,116 | 22,351 | 11,062 | 45 |
| Belleville | \$ - | \$5,074 | 658 | 5,767 | 1,491 | 13.5 |
| Brownville | \$2,000 | \$6,500 | 1,882 | 7,945 | 3,657 | 25 |
| Carthage | \$8,700 | \$9,700 | 8,370 | 21,218 | 16,577 | 46 |
| Chaumont | \$2,800 | \$15,000 | 5,657 | 27,901 | 10,595 | 40 |
| Dexter | \$4,500 | \$6,500 | 1,297 | 9,545 | 4,209 | 27 |
| East Houndsfield | \$ - | \$3,500 | 3,900 | 2,446 | 426 | 16 |
| Ellisburg | \$1,500 | \$5,074 | 454 | 4,554 | 735 | 12 |
| Henderson | \$ - | \$40,000 | 8,335 | 12,269 | 8,098 | 26 |
| Mannsville | \$800 | \$5,074 | 1,295 | 4,293 | 2,486 | 14 |
| Philadelphia | \$5,000 | \$9,000 | 3,328 | 9,135 | 3,049 | 23 |
| Sackets Harbor | \$16,500 | \$23,143 | 2,651 | 7,977 | 7,745 | 27.5 |
| Thousand Islands Park | \$ - | \$3,400 | 3,783 | 3,842 | 2,888 | 40 |

We only have information from Association Libraries in Jefferson County and not information from Public Libraries. The difference between an Association and Public Library mainly concerns 2 areas, Tax Funding and Board of Trustees.

Tax Funding (Where libraries get their funding)

- Association Libraries can receive money from units of government (village, towns, etc). Library should sign a contract with the appropriate government entity for the mutually agreed terms)
- Public Libraries must have their budgets approved by the county, city, town, or village board.

Board of Trustees

- Association library board members are elected by the members of that association board. Term limits are set by that library's charter
- Public library board members are elected by the municipal governing board and have set term limits of 5 years.

Note:

The funding numbers are not a total of what each library collects for funding. There are other forms of funding including School Ballots.

The Black River collection number does NOT include the Black River Historical Collection.

Barton & Loguidice

November 1, 2022

Francis Dishaw, Mayor
Village of Black River
107 Jefferson Place
Black River, New York 13612

Re: Engineering Services Proposal
Project No. 702.4730

Dear Mr. Dishaw:

Barton & Loguidice, D.P.C. (B&L) is pleased to submit this proposal to the Village of Black River for engineering services regarding water system improvements. Based on our understanding, there are several components of the existing Village water system that are in need of updates and improvements, primarily the water supply. To assist the Village Board with decisions regarding water system improvements, we suggest that an engineering study be performed to evaluate the various water system components in regard to system reliability, operational efficiency, and compliance with regulations. The study would conclude with the development of a Preliminary Engineering Report (PER) that outlines the alternatives for water system improvements and financial considerations, including the impact to user rates.

The study would include the following items and be developed into a PER:

- Project kick-off meeting to establish goals and discuss local concerns.
- Review available maps, engineering reports, and regulatory agency documents.
- Site visit(s) to the water service area to gain a general understanding of the area.
- Perform hydraulic analysis and regulatory standards review to determine necessary improvements for treatment, distribution, and storage standards compliance.
- Perform a desktop hydrogeological review to obtain data on the current water supply wells and known geological conditions of the area. Existing well testing and investigations are outside the scope of this proposal. If specific recommended testing and investigations are identified as part of this study, a separate proposal can be provided for those.
- Identify potential new well locations and/or modifications to existing water supplies.
- Evaluate existing water rate structure and provide recommendations.
- Evaluate alternatives for system improvements and develop associated project budgets and user costs.
- Develop funding scenarios and identify potential funding sources.
- Provide a recommended alternative with steps for implementation.
- Review draft of PER with Village Board, regulatory agencies, and funding agencies.
- Assist with public presentation of the PER.

Our fee for these services is a lump sum of \$25,000.

Francis Dishaw, Mayor
Village of Black River
November 1, 2022
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If our proposal for engineering services meets your satisfaction, we will prepare an EJCDC Agreement for signature. This is the form of agreement that is accepted by all funding agencies that would be considered for potential future funding of this project.

We appreciate this opportunity to be of service to the Village of Black River and look forward to working with you.

If you have any questions regarding any item of this proposal, please feel free to contact our office.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in black ink that reads 'Matthew J. Cooper'.

Matthew J. Cooper, P.E.
Senior Associate

Town of LeRay
2022 Black River Village Tax
Re-Levy Breakdown

| <u>Parcel #</u> | <u>Name</u> | <u>Re-levy</u> <u>Amount</u> | <u>Tax</u> | <u>Tax</u> <u>Penalty</u> | <u>Sewer Charge</u> | <u>Car Service</u> <u>Charge</u> | <u>Unpaid</u> <u>Sewer</u> | <u>Unpaid</u> <u>Water</u> |
|-----------------|------------------|---------------------------------|-------------|------------------------------|---------------------|-------------------------------------|-------------------------------|-------------------------------|
| 75.56-2-27.2 | Bonner, Vina | \$1,501.09 | \$ 190.40 | \$111.12 | \$289.00 | \$1.00 | \$661.92 | \$247.65 |
| 75.49-1-39.2 | Burnham, Barbara | \$1,557.35 | \$ 750.18 | \$115.28 | \$289.00 | \$1.00 | \$278.18 | \$123.71 |
| 75.56-1-36 | Crabbe, Edward | \$1,862.42 | \$ 1,001.03 | \$137.89 | \$722.50 | \$1.00 | | |
| 75.56-1-2 | Foote, Karen | \$999.41 | \$ 635.46 | \$73.95 | \$289.00 | \$1.00 | | |
| 75.57-1-36 | Heisler, Gaynor | \$1,397.33 | \$ 683.06 | \$71.54 | \$433.50 | \$1.00 | | \$208.23 |
| 75.57-1-72 | Hennessey, Sean | \$1,287.89 | \$ 487.42 | \$95.33 | \$289.00 | \$1.00 | \$265.12 | \$150.02 |
| 75.56-2-8.64 | Kelley, Peter | \$8.19 | \$ 6.66 | \$0.53 | | \$1.00 | | |
| 75.48-1-6.98 | Mattis, Anthony | \$2,325.35 | \$ 964.85 | \$172.18 | \$289.00 | \$1.00 | \$503.84 | \$394.48 |
| | Total: | \$10,939.03 | \$ 4,719.06 | \$777.82 | \$2,601.00 | \$8.00 | \$1,709.06 | \$1,124.09 |

Town of Rutland
2022 Black River Village Tax
Re-Levy Breakdown

| <u>Parcel #</u> | <u>Name</u> | <u>Re-Levy</u> <u>Amount</u> | <u>Tax</u> <u>Tax</u> | <u>Tax</u> <u>Penalty</u> | <u>Sew. Cap.</u> <u>Charge</u> | <u>Service</u> <u>Charge</u> | <u>Unpaid</u> <u>Sewer</u> | <u>Unpaid</u> <u>Water</u> | <u>Unpaid</u> <u>Service</u> |
|-----------------|--------------|---------------------------------|--------------------------|------------------------------|-----------------------------------|---------------------------------|-------------------------------|-------------------------------|---------------------------------|
| 15.00-6-27 | Hennessey | \$1,654.17 | \$476.00 | \$122.46 | \$289.00 | \$1.00 | \$545.14 | \$220.57 | |
| 15.00-5-2 | IBC Holdings | \$1,951.96 | \$1,117.17 | \$144.51 | \$289.00 | \$1.00 | | \$225.28 | \$175.00 |
| 15.00-6-37.52 | Kellogg | \$158.08 | \$145.45 | \$11.63 | | \$1.00 | | | |
| 14.00-4-11 | Lamb | \$714.62 | \$371.76 | \$52.86 | \$289.00 | \$1.00 | | | |
| 14.00-3-3.2 | Shuhart | \$57.03 | \$51.88 | \$4.15 | | \$1.00 | | | |
| 15.00-5-14.1 | White | \$1,156.80 | \$492.18 | \$85.62 | \$578.00 | \$1.00 | | | |
| 15.00-6-33 | Wireman | \$1,636.07 | \$357.95 | \$121.12 | \$1,156.00 | \$1.00 | | | |
| | Total: | \$7,328.73 | \$3,012.39 | \$542.35 | \$2,601.00 | \$7.00 | \$545.14 | \$445.85 | \$175.00 |